



## **Town of Surfside**

Town Hall Commission Chambers - 9293 Harding Ave, 2<sup>nd</sup> Fl  
Surfside, FL 33154

### **TOWN MANAGER'S REPORT JULY 2014**

#### **COMMUNITY PROGRAMS/INITIATIVES/ENHANCEMENTS**

##### **1. Bus Service**

Discussions have now been completed with the Managers of Bal Harbour, Bay Harbor Islands and Sunny Isles Beach. Each municipality has expressed its desire to participate in this multi-jurisdictional transportation analysis in order to provide a bus transportation system that is more responsive to its residents ridership needs by attempting to provide a coordinated schedule and routes; expand designation options (Mount Sinai; Aventura Mall, etc.); reduce costs by eliminating overlapping routes and number of vehicles; and provide linkages to the Miami-Dade transportation system.

Miami-Dade CITT has agreed to organize the coordination of the three bus circulators (Surfside, Bal Harbour and Bay Harbor) in an attempt to identify a more efficient routing that would reduce the overall operating costs.

Each community will appoint a contact person to identify the stops that are necessary. Sunny Isles did not attend but will be asked to participate. Expected timeline for this effort is three (3) months, at which time a revised routing plan should be available for local review, ultimately leading to an interlocal agreement. Duncan Tavares will serve as the Town's representative.

##### **2. Joint Skate Park with City of Miami Beach**

The proposal of a skate park located between 86th and 87th streets through a partnership between the Town of Surfside and Miami Beach was presented by Miami Beach Parks and Recreation Department to the Miami Beach Commission on January 15, 2014. The Miami Beach Commission requested staff to prepare a comprehensive Master Plan for the considerable amount of land in the very extreme north area of Miami Beach owned by the City. The City Commissioners indicated that this area should be developed as part of an overall plan. Miami Beach staff reports that the recreational master planning process for the North Beach area is moving forward and a skate park is included in the project; however, the location will likely be several blocks to the south and incorporated near or in the development of a recreation complex at the Log Cabin site.

At the April 23 Miami Beach Commission meeting, follow-up discussion was held and the Commission did not support a skate park in this vicinity. Miami Beach Parks and Recreation Director John Rebar wrote following the April 23 meeting that, "at this time, Commission is not in support of a

skate park anywhere along the west lots 79th through 87th. These lots are now part of a much larger North Beach revitalization plan. The direction is to not invest any capital funds on these lots until the long range vision has been determined". Discussions will continue to explore these options with Miami Beach representatives.

### **3. Turtles Project – Art in Public Places**

The resident who would like to see the Turtles removed was invited to approach the Tourist Board at the June 9, 2014 meeting. She declined to attend. Item completed.

## **DOWNTOWN BUSINESS DISTRICT AND TOURISM**

### **4. Harding Avenue Streetscape Plan**

The nine (9) street benches arrived on May 28 and were installed by Public Works. We have replaced (under warranty) four Medjool palms since the initial planting. The news rack is being repainted and will be placed on the sidewalk along the north side of the building at the southwest corner of 95th and Harding Avenue.

### **5. Downtown Vision Project**

DVAC met on June 23 – the next meeting is October 27. Discussion items included the BID Ballot update, the Sign Code process update, and the Parking Trust Fund update. The Committee also brainstormed on possible parking structure options/ideas/features for the Abbott lot.

BID: The referendum ballot was mailed certified to the Surfside downtown business district property owners on May 28. The Town Clerk verified the results on June 13 as follows:

- 15 ballots in support of the BID
- 12 ballots against the BID
- 20 unreturned ballots

Therefore the BID failed. A report on this is provided to the Town Commission as part of the July 8, 2014 meeting. **(Action Item)**

### **6. Sidewalk Ordinance Implementation**

The Town has received the signed copies of the Sidewalk Café Agreement with FDOT. The Building Department will oversee the roll out and management of this with the assistance of Code Compliance, Public Works and TEDACS. Door to door outreach to the downtown restaurants was conducted the week of February 24, 2014 and March 3, 2014:

- Letters on ADA Path of Travel: Code Compliance staff hand delivered letters signed by the Town Manager to all restaurants requesting their assistance in keeping the sidewalk open for pedestrians and informing them of their responsibility to clean their sidewalk each

evening. Code Compliance staff has been monitoring "Path of Travel" provisions and has witnessed a marked improvement and restaurants have mostly been observant, excepting minimal situations wherein patrons may have moved the furnishings themselves.

- Sidewalk Furniture: Once all applications for sidewalk cafes are received and processed, Code Compliance expects to follow the Ordinance requirements which have very specific enforcement procedures, including removal of furnishings if warranted. However, the Town has yet to begin enforcement associated with "leaving furniture on the sidewalk outside of business hours", as the new sidewalk café ordinance procedures, including application, have yet to be fully implemented.

A survey of the sidewalks, that includes the new downtown streetscape, has been completed. This will now enable the Building Department to meet with each business individually to assist with the Sidewalk Café Application and to determine what furniture can be accommodated and where it can be placed. Once these determinations are made, the businesses must comply or face stringent code enforcement that could result in removal of the furniture or closure of the outside seating.

Sidewalk Café permit applications will be included with the LBTR/CU renewals which will be sent to businesses the second week of July. Businesses, which have sidewalk cafés, will be required to submit their application with LBTR/CU renewal or cease the sidewalk café.

## **7. Parking Structure Feasibility Study**

The report entitled "Parking Solution: The Next Step" was presented to the Commission on April 1, 2014 and was an agenda item for the April 8 Commission meeting.

At the May meeting, the Commission approved the proposal of Lambert Advisory to assist in the process of evaluating the Public Private Partnership (P3) recommendation contained in the April 1, 2014 report for the Post Office site. The initial work to be undertaken includes necessary economic/market analysis to ultimately determine feasibility of a P3 and identification of strategic opportunities to ensure a successful P3. Status meeting with Lambert Advisory is scheduled for July 3. Following this meeting, the final timeframe for the completion of Task 1 will be known.

## **8. Five Year Tourism Strategic Plan**

The new Tourist Board Members have been provided with the Plan as well as the Resort Tax Ordinance (including the recommended changes), FY 13/14 Budget documents etc. The Tourist Board will focus on the FY 14/15 budget as identified in the Five Year Tourism Strategic Plan over the next couple of months.

## **INFRASTRUCTURE AND UTILITIES**

### **9. 95th Street End Project**

The Public Works Director is working as the General Contractor for phase 2 of this project (bulkhead to the hard pack). Luke's Landscaping will be the main sub-contractor (clearing, bringing in fill material, top soil, trees and ground cover and concrete sidewalks and stairs). Town staff will install the shower and benches. This will be on the August Commission agenda for approval with work scheduled to start mid-August.

### **10. Seawall Project**

See report in Agenda packet (Agenda item 9A) for status report on bids and options available to undertake seawall improvements. (**Agenda Item**)

### **11. Community Center Expansion: Second Floor Addition**

During the December 17, 2012 Parks and Recreation Committee meeting, the second floor of the Community Center was listed by the Committee as the top priority for the Parks and Recreation Infrastructure Plan. The FY 13/14 proposed budget contains \$100,000 funding from voluntary proffers to undertake conceptual planning and design of projects including the second story addition to the Community Center. This funding is subject to the Commission approving a Five Year Capital Parks and Recreation Plan. The Resolution adopting the Five Year Capital Parks and Recreation Plan was approved at the September 17 Commission meeting.

The Town Manager moderated a May 14 Community Discussion to kick-off this exciting community project. The objective of the discussion was to arrive at consensus of the process to be utilized. It was suggested that the process should appropriately be led by the Parks and Recreation Committee and the Tourist Board as their responsibilities are closely aligned with most aspects of the Community Center. A final process to facilitate outreach and initial planning of the expansion will be on the June agenda.

A joint meeting between the Parks and Recreation Committee and Tourist Board was held on May 19, 2014 to review the possibility of forming a joint community center expansion committee. This concept was approved and the first official meeting of the committee was held on June 9, 2014 at 7:00pm in the commission chambers. This meeting was televised on channel 77. Information was provided to the committee on past proposal for a second floor to the community center. The committee will review this information and start to formulate and provide a priority list of what should be included on the second floor.

The next scheduled meeting is July 7, 2014 7:00 pm in the commission chambers. These meetings will alternate between the regularly scheduled Parks and Recreation Committee and Tourist Board meetings monthly until the Fall. The goal is to have a recommendation for the Town Commission at that time. (**Agenda Item**)

## **12. Biscaya Drainage**

A community meeting is scheduled with Biscaya residents on site for July 10, 2014 at 7:00 pm. This meeting is a pre-construction meeting set up to discuss the construction process, start date, length of job and to answer any questions before the start of the project. The Project is tentatively scheduled to start the first week in August.

## **13. Town Hall and Tennis Hut Improvements**

### **TENNIS HUT**

Decon Environmental is half way through the rehabilitation of the tennis center. The walls on the interior have been stripped down, cleaned, and re-inspected for mold. No mold was found. The process to move forward with closing up the walls has started. In order to move forward with the closing of the walls, an electrical inspection was requested. During the inspection process from the Town's electrical inspector, it was discovered that the existing main electrical panel, conduit, and outlets did not meet code and needed to be replaced prior to proceeding further. Decon submitted a proposal utilizing the Broward County School Board bid to do this electrical work. This would be Change Order 1 to this project. Cost to address electric code deficiencies is \$3,965.

### **TOWN HALL**

**Remediation and replacement** - Decon Environmental Company, who is currently remediating the tennis center, has submitted a proposal to remediate Town Hall once the roof and A/C are replaced for a cost of \$ 28,368.21.

**Roof** - The roof bid opening was on June 20, 2014 and Unlimited Roofing was the low bidder with a cost of \$57,700.00. This item is on the July 8, 2014 Commission agenda for approval.

**A/C** – Bid opening for the A/C is scheduled for July 7. The information in the Agenda packet includes the Resolution and Commission Communication except for the successful bidder and bid amount.

The roof and A/C projects will run concurrently with an expected finish date at the end of August.  
**(Action Items)**

## **PLANNING, ZONING AND DEVELOPMENT**

### **14. The Shul Project**

The Shul application was heard at the February 27, 2014 Planning and Zoning Board meeting and the Town Commission will consider at a special quasi-judicial public hearing in August. An independent traffic consultant has been retained to analyze the study submitted by the Shul as well as review existing conditions.

## **15. Massing and Zoning Discussion**

At the May 15, 2013 meeting, the Town Commission directed the Town Manager to set up a Joint Workshop with the Planning and Zoning Board to discuss zoning issues. Those issues were clarified at the July 25, 2013 Planning and Zoning Board meeting and the Manager announced that the public is encouraged to provide comments regarding the zoning code on a form provided on the website. Vice Mayor Karukin clarified his concerns in a July, 2013 meeting with the Town Attorney and Staff and these specific issues have been discussed at the August, 2013 Planning and Zoning Board meeting. The Planning and Zoning Board has asked Staff to look at side setbacks as a percentage of the lot width to increase the current setbacks, removing the side setback requirement, require parking below grade, requiring building lengths to be no greater than 150 with 30 feet of separation, explore breezeways and consider building platforms no greater than 30 or 40 feet in height without a break similar to the conditions at the Surf Club.

A presentation with follow-up discussion was made at the October, 2013 Planning and Zoning meeting. Staff prepared a rendering for the December 19, 2013 Planning and Zoning Board meeting demonstrating three options for building length modification. The renderings demonstrated that the building separations were not adequate for meeting the intent of the Board, therefore Staff prepared additional revisions to the renderings and language for the ordinance, which was presented at the May 29, 2014 Planning and Zoning Board meeting. The Town Commission will be presented with an ordinance at an upcoming meeting.

## **16. Sign Code**

The Town Commission authorized CGA to proceed with a re-write of the Sign Code. The content was discussed by DVAC in March and at a Joint Meeting of the Town Commission and Planning and Zoning Board. The sign code eliminates inconsistencies and unenforceable provisions to provide a user friendly document. The final draft was presented to the Planning and Zoning Board on June 26, 2014. The Planning and Zoning Board agreed to permit open/closed signs and TVs in the storefronts, with limitations on the brightness of the illumination. The Board also requested all wall signs to be illuminated. The Town Commission will review this ordinance on July 8, 2014 on first reading. See Agenda item for ordinance and Commission Communication on the sign code rewrite (Agenda item 4B1).

## **17. Historic Preservation**

The staff of the Miami-Dade Historic Preservation Board (Board) have identified 9 buildings along the west side of Collins Avenue as potentially historic structures. These include 9016, 9024, 9025, 9033, 9040, 9048, 9054, 9064 and 9340 Collins Avenue. The property owners were notified of the Board's interest in these buildings through a letter each property owner received notifying them that their property is now subject to a moratorium on all building permits until the Board held a public hearing to determine if the structure would be designated historic. The property owners contacted the Town asking for assistance in this matter. At that time, the Town contacted the Board's staff requesting a

meeting to discuss the implications of this moratorium and inform them of the Town's ongoing plans, including the parking structure analysis and the discussion of development standards on the block between Collins and Harding. Based on our discussion with the Board's staff, we indicated that it would be appropriate to request a deferral of a decision by the Board. The Board meeting was held on June 18, 2014 and Town staff requested a six month deferral to provide for an opportunity to work with the Board's staff. An attorney for one of the affected property owners was also present and asked for a three month deferral. The Board granted a three month deferral of the decision to designate the properties historic. The Town will schedule meetings with the appropriate parties in the coming weeks to determine a position on this matter prior to the September Miami-Dade Historic Preservation Board.

### **18. Land Development Regulations – Block Between Harding and Collins Avenues**

At the September 30, 2013, Joint Planning and Zoning and Town Commission meeting, there was a discussion about the block between Collins and Harding Avenues and the high interest in redevelopment of this corridor. In an effort to stay ahead of the new construction, there was interest from both boards to prepare criteria to help guide future development into the desired development pattern. Based on that, a budget item will be included for an analysis and preparation of zoning criteria which includes the following:

- Preparation of new zoning criteria and comparison of existing conditions
- A review of green book traffic engineering standards as well as Miami-Dade County and FDOT as it relates to mid-block accessibility, walkways, pedestrian activity
- Impacts to existing buildings and strategies for potential non-conformities such as if there is a modification to an existing building, under what circumstances would the entire development need to be brought up to the proposed code
- Consistency of new criteria with comprehensive plan, including the 1989 Comprehensive Plan, which provided for a study of this corridor
- Consistency of new criteria with other sections of the zoning code such as off-street parking, signs, accessory structures, conditional uses, landscaping
- Requirements for open space in terms of landscaping, public space
- Coordination with legal in terms of vested rights, reduced density or intensity resulting from new zoning criteria
- Design criteria for pedestrian walkways

At the June, 2014 Planning and Zoning meeting, the Board voted unanimously to establish this as a top priority and recommended that a program modification be included in the FY 14/15 budget approving funding for this planning effort. The Commission will consider this during the budget review.

## **TOWN COMMISSION**

### **19. Charter Review Board (CRB)**

The Town Commission held a Special Meeting on June 18, 2014 and directed the Town Attorney to prepare Resolutions and Ballot Questions on the proposed Charter Amendments to be included with the July 8, 2014 Town Commission Agenda.

## **TOWN DEPARTMENTS**

### **Building Department**

#### **20. FEMA National Flood Insurance Program (NFIP)**

On June 27, 2014, the Town received a letter from Susan Wilson, Chief Floodplain Management and Insurance Branch, FEMA Office (Atlanta) informing us that FEMA has determined that Surfside's flood management program is compliant with the floodplain management criteria of the NFIP and that our CAV is now closed.

Also on June 27, we requested to immediately begin participating in the Community Rating System (CRS) so that our residents will be able to qualify for discounted flood insurance premiums. Ms. Wilson responded that the FEMA office will start the CRS application process.

#### **21. Community Rating System (CRS)**

Upon successfully completing the second and final meeting of the PPI Committee the application for ranking under the Community Rating System will continue as scheduled.

#### **22. Forty Year Building Certification for Collins, Harding, Abbott Avenues and Surfside Blvd.**

The 40 Year Building Certification Program is progressing as follows:

Reported certifications: 121 in present case file  
Completed certifications: 40  
Time extensions granted: 3  
Exempt from Certification: 3  
Vacant commercial properties: 11  
Sent to Code Enforcement for non-compliance: 8  
150 day repair order: 2  
On hold: 4

## **Code Compliance Department**

### **23. Code Compliance Priorities**

The priorities for code compliance have been established by the Town Commission. The Administration was asked to bring the compliance periods and fine schedule back in the form of a resolution. The Town Commission approved, on first reading, Ordinance amendments that will remove fines from the Town Code and provide for all fines and compliance periods to be reflected in a newly proposed resolution that will be presented at the June 2014 Commission meeting. Said resolution will be accompanied by the second reading of the Ordinances that were approved at the May 2014 Commission meeting. (**Agenda Item**)

### **24. Sight Triangle (Hedges) and Corner Visibility**

At the June 19, 2014, Special Commission Meeting, the Commission: 1) directed the Administration and Town Attorney to prepare an ordinance amending the sight triangle provisions reflecting a reduction in the sight triangle from 25 feet to 15 feet provided we do not go into private property; 2) provided policy direction to enforce planting restrictions and keep public easements and right-of-ways clear of hedges and shrubs; 3) consider relocation of certain stop signs and stop bars restrictions when possible in keeping with County and Police regulations; 4) paint curbs to keep vehicles from parking too close to the intersections; 5) establish a process to provide relief to those properties identified as "true hardship" cases. The Administration and Town Attorney will bring forth an ordinance amendment and proposed policy for the Commission's consideration in the coming months.

## **Parks and Recreation**

### **25. Beach Management Agreement**

Progress on a Town/Miami-Dade County Beach Management Agreement is dependent upon the County receiving specific authorization from FDEP permitting the County to assign certain management responsibilities to local municipalities. The County sent a letter to FDEP on March 17 requesting a determination that the County can assign maintenance/regulations to local governments. The County once again has received a denial from the State to move forward with this request.

### **26. Pool Tot Lot Repairs - Community Center**

Work is still in progress on the final Phase of the repairs and work continues to move forward. The water playground continues to remain open. Due to the complexity of the playground apparatuses, special issue items are in need of minor repairs and will be replaced as the parts are received. The amount anticipated and budgeted for this project remains the same, not to exceed the retainer amount of \$22,600. Some minor repairs are still pending and will not be completed till the fall to keep from closing the tot lot during the summer months.

## **27. Tennis Programing**

The Parks and Recreation Department will present options for operations including court rentals. The proposed budget did not include the funding request for the recreational software for the tennis facility. Due to budget constraints and the cost of the requested recreation software, other options will be explored.

## **28. Security Cameras at 96th Street Park**

Parks and Recreation and the Police Department presented an option of placing security cameras in strategic areas at the park that will help identify/deter issues that arise at the park. Over the past 6 months, there has been a rash of cell phone thefts that cameras would have helped identify the person(s) involved. The cameras would also monitor patrons coming in and out of the park.

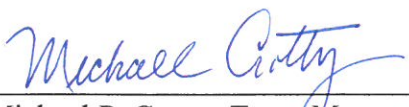
The cost of the cameras is \$7,744. Staff is researching the best alternative to make a recommendation on funding at the August Commission meeting.

## **Police Department**

### **29. Women's Self Defense Class**

The Surfside Police Department will host ongoing Women's Self Defense Classes from 6:00 pm to 8:00 pm in the police training room. The training shows how to resist and how to escape a sexual assault. The techniques are easy-to-learn and easy-to-use. The training also shows how to escape a standing assault and what to do if the attacker has you pinned on the ground. These techniques do not require strength, speed or coordination and are perfect for women of all ages and physical types. Classes are free of charge. Residents should contact Dina Goldstein, 305-861-4862 for dates of the classes.

Respectfully submitted

by:   
Michael P. Crotty, Town Manager